



CITY OF MORGAN HILL

17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037

**LIBRARY COMMISSION WORKSHOP  
HELD AT THE  
MORGAN HILL COMMUNITY AND CULTURAL CENTER  
After Action**

**MARCH 5, 2005**

---

---

**Morgan Hill Civic Center**  
Council Chambers  
17555 Peak Avenue

<b>LIBRARY COMMISSION</b>	
Chair	Chuck Dillmann
Vice-Chair	George Nale
Commissioner	Jeanne Gregg
Commissioner	Kathleen Stanaway
Commissioner	Charles Cameron
Commissioner	Einar Anderson
Commissioner	Ruth Phebus
Commissioner	Bert Berson
Commissioner	John Macchia

---

---

**9:00 a.m.**

**CALL TO ORDER**

Chair Dillmann called the meeting to order

**ROLL CALL ATTENDANCE**

Absent: Commissioner Stanaway

**DECLARATION OF POSTING THE AGENDA**

Per Government Code 54954.2

**PLEDGE**

Pledge was led by Chair Dillmann

**PUBLIC COMMENT**

None

## BUSINESS

Commission Chair Chuck Dillmann opened the meeting at 9 AM. There were no members of the public in attendance.

In attendance: Chuck Dillmann

Jeanne Gregg

Ruth Phebus

John Macchia

Einar Anderson

Bert Berson

Charles Cameron

George Nale

Rosanne Macek, MH Librarian

Gail McPartland, Facilitator

### 1. PARCEL TAX UPDATE/DISCUSSION

Ms. Macek explained library funding for operations. They are putting 3 budgets together, based upon possible results of the parcel tax vote.

1. The measure fails. Hours could go from the current 46 to 30 (spread out over 5 days.) Some functions may have to be combined for the best use of staff.
2. The measure passes with A succeeding and B failing. Even with the A revenues, which are the same as 10 years ago, some staff adjustments and hours may have to occur.
3. Both A and B pass and we can have more hours and greater collections.

A possible conflict is that the City of Morgan Hill may be looking for the biggest building for the money while the County of Santa Clara is looking for a design that gives them the most efficient operation and operational costs. The RDA takes away from the allocation of funds by the county system because of the formula used.

The first priority is to get the parcel tax passed. We can be ambassadors to the community for the library, and give feedback to the library staff.

The worst case scenario is that the parcel tax fails and layoffs occur by June 3.

### 2. DUTIES AND RESPONSIBILITIES OF LIBRARY COMMISSIONER

#### Library Commission

#### HELP THE LIBRARY

Assist in parcel tax campaign

Outreach to community to increase circulation and services

increase \$ from JPA

increase "soul" of MH

Assist in fundraising

explore a library foundation (get one established but not run it)

one on one approach to get started

parcel tax

work with Friends of the Library

- Give feedback to library staff and the city council from the community
- Advise the city council on library issues
- Nudge City Council and City towards building a new library
- Commission and individual advocacy
- Integrate Library Commission goals with overall City Council goals

City Council

- Providing a new library building but has no say on operations
- Choose new library site
- Choose and implement method of design and construction
- Serve as final authority on a new library building
- Expand the library if and when possible
- Furnish a JPA representative from the council

JPA

- Library operations (not capital plan)
- Budget distribution
- Make final decision to go for parcel tax and raising election expenses

Library Staff

- Conduit for JPA and library commission
- Planning and specifications for new library
- Friends of the Library group
- Has ability to affect circulation and reach the community
- Outstanding and innovative

Other

- Friends raise funds for library
- Community visioning process
- Signature gathering groups/neighborhood inputs

ADVISORY ISSUES UPCOMING

- \* Make the new library a community success
- Present the library to the community
- Increase circulation
- Know school library needs
- Literacy
- Advise city council
- Advise library staff
- Become informed of community issues (i.e. crime rate data, dropout data, etc.) to respond to and help set City Council priorities
- No direct oversight of library building project
- Increase value of library Commission over next 10 years

### **3. ARTS AND CULTURE ADDITION TO DUTIES**

Work with city council and other stakeholders to define commission role, charge and responsibilities

Understand work being done by Arts and Cultural Alliance (see Sylvia Cook) and Parks and Recreation commission

Define "Art" and "Culture" in regard to commission responsibility

Steve Schwab did a lot of research on work done by other cities that we need to look at (May)

- Who holds purse strings, controls budget (if it exists)

- How is art acquisition financed, is it fees from builders or hotel/motel tax

- Are we talking art in public buildings or every builder provides art

- Is an ordinance required, and if so, who produces the first draft

- May redefine commission character and makeup

- Is there an existing Public Art Policy in MH

Invite public for discussion at May meeting to explore expansion of the commission role to include arts and culture and parameters of the project

Solicitation for new members to commission should advertise the additional role May need to temporarily hold commission membership to 9 to accommodate new members with new interests

### **4. ROLE OF COMMISSION IN THE COMMUNITY**

#### **CITY COUNCIL/LIBRARY COMMISSION RELATIONS**

Should Commissioners make recommendations and withdraw? Individual rights vs. Commission recommendations

After library is built, Commission contact with City Council may be very limited.

What is the role of the Commission when library is completed?

- \* Be a strong demonstrable and effective presence in presenting community wishes

Commissioners join community groups to increase visibility and outreach

Yields more believable feedback from population

Recruit commission candidates from Citizens for Civic Center Site

Place meeting announcements in local newspapers

Work on issues delegated by city council

Need better definition on what the library commission advises on

### **5. WORKPLAN FOR THE YEAR**

#### **COMMISSION GOALS**

Have a huge audience/hoopla for new library opening. A true city event

Have a library card in every hand

Increase library circulation 20% annually

Increase number of K-8 card holders 20% annually

Increase readership

Measure use of services better (terminal use, in-house readers, etc.)

Increase literacy

Create a workshop with library staff

Have a library commission workshop early in the year, every year

**6. ACTION ITEMS**

Chuck will talk to council members individually about Arts and Culture

George will get notes written up and to Margarita

Jeanne will make Julie Spier aware of San Jose research on the library of the future, available via Ruth Phebus

Submitted by Commissioner George Nale